



The Association of  
Technology,  
Management, and  
Applied Engineering

## **ATMAE BOARD OF DIRECTORS MEETING**

**March 18<sup>th</sup>, 2016 1:00 PM**

### **Via Conference Call**

**PRESENT:** John Wyatt (Chair), Dominick Fazarro (Vice Chair), Victor Brown, Erik Devito, Casey Fitch Randolph, Rod Flanigan, David Brinkruff, John Hausoul (Executive Director, Secretary) and Alyssa Ebersole and Kelly Schild (ATMAE Staff).

**Absent:** Justin Yang, Bill Hallock, and Susan Ely

John Wyatt called the meeting to order at 2:00 PM CST.

#### **Approval of the minutes:**

A motion was made by Dominick Fazarro to approve the minutes from the 2/16 meeting and seconded by Erik Devito. It was unanimously approved by the Board.

**Action Plan:** John Hausoul reviewed the Action Plan progress and shared the following associated updates and next steps:

**Membership:** John Hausoul developed a membership brochure that was distributed at the National Science Foundation (NSF) Meeting in Biloxi, Mississippi in Early March with John Wyatt.

**Dean's/Chair Program:** John Wyatt made a motion to invite Dr. Zargari to head up the new Administration Committee (which will later turn into a Division) and lead the data collection initiative. Victor Brown seconded the motion. It was discussed and agreed to unanimously.

**Grant Writing Task Force:** John Hausoul invited NSF to lead a grant writing workshop at the ATMAE Annual Conference. ATMAE would like to prepare for another grant. John Hausoul also spoke with talked to a potential contact, Harry Moser, founder of The Reshoring Initiative and believes that they (or an institution like them) could make a good future partner.

**Membership - Student:** It was reported that the Graphics competition is progressing. The 2016 Robotics Competition information is online and a call with the student groups/faculty is scheduled for 3/31/16. Goal for ATMAE student chapters is 20 groups with students, chairs and student departments.



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**Accreditation:** John Hausoul provided a status on the partnership with George Berghorn. Accreditation Director Kelly Schild will talk to Berghorn prior to the next meeting to align on expectations.

**Certification- LMS:** John Hausoul said that there will now be two courses in the LMS system from the nanotech team with the possibility of a third course in the future. The goal is the launch the first course via LMS in May 2016. Dominick Fazarro asked for all involved in development to document what works and what did not work.

**Treasurers Report:** John Hausoul gave the financial update on the February 2016 financials in Susan Ely's absence. John Hausoul said that he wants to project EOY account balances prior to June 2016 in order to help understand budget needs for next FY. A first draft Budget for the FY 2016/2017 FY will be presented at the next meeting.

**Administrative Reports:** John Hausoul addressed various administrative reports including membership, which continues to trend higher than the same period last year. ATMAE still to develop a survey regarding all 4-year Membership lapsed/expired members to gain insights. ATMAE is waiting on a proposal from Possible Marketing General Incorporated (MGI) to create a plan to obtain new members and gain actionable insights on behaviors of current members.

**Conference Report:** Recent marketing/advertising efforts have included eBlasts to promote the Robotics Competition and conference workshops. A partnership with Visit Orlando will help recruit local companies for sponsorship. John Hausoul is also independently recruiting companies in Orlando for sponsorship. Keynote speaker/s are still being scouted. Current workshops/sessions include OSHA, 3D Printing and the NSF Grant Workshop.

#### **Competing conferences - International Conference on Technology**

**Management (ICTM):** Discussion addressed concern that that ATMAE members may elect to attend/participate including a new conference (ICTM) in lieu of ATMAE's Annual Meeting. John Hausoul and Alyssa Ebersole will analyze/compare the Abstract submission metrics from 2015 and 2016 and determine if the institutions leading ICTM 2016 are also participating in the 2016 ATMAE Abstract submission process.

**The Meeting was adjourned at 2:35 PM.**